

Waitsfield Elementary School
WAITSFIELD BOARD OF SCHOOL DIRECTORS Minutes
March 18, 2013, 7PM
Waitsfield Elementary School Library

ATTENDEES

Board Members Present: Rob Williams, Eve Frankel, Todd White, Helen Kellogg, Allison Champlin

WES and WWSU Members: Kaiya Korb, Clayton Wetzell, Brigid Scheffert

CALL TO ORDER

Brigid Scheffert called the meeting to order at 7:05 pm.

DISCUSSION

REORGANIZATION OF THE BOARD:

- Eve Frankel made a motion to nominate Rob Williams for **chair**. Helen Kellogg seconded and the motion was unanimously approved.
- Eve Frankel made a motion to nominate Helen Kellogg for **clerk and recording secretary**. Rob Williams seconded and the motion was unanimously approved.
- Eve Frankel made a motion to nominate Todd White as the **vice chair**. Helen Kellogg seconded and the motion was unanimously approved.
- Helen Kellogg made a motion to nominate Eve Frankel as the **WWSU Executive Committee Representative**. Rob Williams seconded and the motion was unanimously approved.
- Rob Williams made a motion to nominate Allison Champlin, Todd White and Eve Frankel to be **WWSU board representatives**. Helen Kellogg seconded and the motion was unanimously approved.
- Rob Williams made a motion to appoint Kaiya Korb as our **truant officer**. Allison Champlin seconded and the motion was unanimously approved.
- The board designated the Times Argus and the Valley Reporter as the **newspapers of record**.
- The board designated our meeting time as the **3rd Monday of the month** in the WES library at 7 pm.

APPROVAL OF MINUTES

Approval of January 21. Due to having less than a quorum of those who attended the meeting currently serving on the board, the minutes can not be officially approved. Those attending the meeting however recognized that they were an appropriate representation of the dialogue and business conducted at that meeting.

Todd White made a motion to approve the minutes of February 18, 2013 minutes. Eve

Frankel seconded and the motion was unanimously approved.
Helen Kellogg made a motion to approve the March 5 Annual Meeting minutes. Todd White seconded and the motion was unanimously approved.

ACTION

Nurse Job Share Report & Extension Request: The nurse job share decision is up for renewal for the 2013-2014 year. The position, which will be full time, is proposed as a 60/40 split between Sue and Clayton. Strong communications tools enable them to have seamless activity in the health office. They have good working relationship and agree by and large on the approach to care. Setting two minds against problem solving has enriched the care provided. Helen Kellogg made a motion to approve the extension of the job share for one year. Todd White seconded and the motion was unanimously approved.

DISCUSSION

Audience and Written Communication: None submitted.

Recap of Annual meeting: Allison noted Kaiya's great presentation and ability to field questions with ease. Kaiya received feedback on the limited visibility of the data in the presentation and that the content was deeper than needed. Parents' feedback to Eve reflected appreciation of the thoroughness.

Policy Review

The group reviewed the draft policies in policy packet #3;

- E1; fiscal management – no comments
- E2: Budgeting – no comments
- E3: financial reports and statements
- E4: Risk management. Todd White noted that this policy focuses only on the financial risk rather than the broader spectrum. Brigid confirmed this as the intent. The financial audit report is coming out shortly. Rob Williams requested that Michelle Baker come and present the audit to the board.
- E5: Emergency closings – no comments.
- E6: Safety and security of school facilities – language amended to regular checks not weekly checks, which was deemed excessive.
- E7-R: school crisis prevention and response – no comments
- E7 – R-P: no comments
- E8 – Tobacco Prohibition – no comments
- E9 (R?) comprehensive HIV policy for schools – the board recommends that several elements of policy be moved to procedures. Todd White also noted the need to require not “encourage” confidentiality, as with all medical records.
- E10: Energy management – the board recommends that several elements of the policy be moved to procedures.
- F1-R: Student Conduct and Discipline – more clarity is needed around the definition of a knife.
- F1-R-P – no comments
- F3: search, seizure and interrogation of students by school personnel – no comments

- F4; Searches, seizure, and interrogation of students by law enforcement personnel or other non-school personnel. Discussion followed on the standards of reasonable cause. Eve noted the focus of the school administrators and teachers to ensure the safety of the students and premises in a protective way and to limit the need for non-school personnel.
- F5-R: education records – no comments
- F6 – student medication – no comments
- F7 – student alcohol and drugs – no comments
- F7-R-P - no comments
- F9-R Transportation – no comments
- F16 Tuition payment – Kaiya noted the potential irrelevancy of this policy given that we operate a school. The WWSU will consider its removal.

Policy Review e13: Video and Audio Recording on School Buses. Helen Kellogg made a motion to approve E13. Todd White seconded. Discussion ensued about the risk of privacy loss from having video and the reality that video cannot capture the full truth. The motion was approved by Eve Frankel, Allison Champlin and Helen Kellogg. Todd White voted against and Rob Williams abstained from voting.

Media Integration Specialist: Job Reorganization: Kaiya outlined the creation of the media integration & librarian position, which would net a reduction in overall head hours and allow for a single full time position. The funds saved could be used to address tech maintenance. Kaiya asked for the approval of this 1.0 position. Kaiya noted to appreciate Ellen Drysdale’s decision to support the creation of this position. Eve Frankel made a motion to accept the administration’s recommendation to revised the position. Rob Williams seconded and the motion was unanimously approved.

Water System: Decommissioning Update, Establishment of Irrigation System: Kaiya recommends not decommissioning the current water tanks for irrigation purposes. The downside would be the lost opportunity to incorporate the decommissioning costs into the loan available through the water project.

REPORTS

Financial Report: Kaiya has frozen all possible elements of the budget and is working to end the year in the black.

Principal’s Report: Kaiya encouraged those on hiring committees to defer community questions to her. We will hope to have hiring recommendations at the April meeting.

Washington West Representative Report: none submitted

Superintendent’s report: none submitted.

The next meeting is scheduled for April 15th at 7 pm in the WES library.

ADJOURNMENT

The meeting was adjourned was adjourned at 8:58 pm.

Respectfully submitted,

Helen Kellogg
Clerk and Secretary